



## EMPLOYMENT OPPORTUNITY

### EMERGENCY MEDICAL SERVICES REGIONAL PROGRAM COORDINATOR Division of Public Health Services/Bureau of Emergency Medical Services

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**Location:** 150 N. 18<sup>th</sup> Avenue, Phoenix, Arizona  
**Grade:** 19  
**Class Code:** ACV39512  
**Requisition No:**  
**Entry Salary:** \$32,461-43,883

**The Position:** Reviews applications for certification/re-certification of Basic Life Support (BLS) and Advanced Life Support (ALS) training programs; monitors training programs under an established Quality Management program for compliance with statutes and rules; reviews and approves courses and examinations for BLS/ALS programs; proctors certification/re-certification examinations; reviews applications for Advanced Life Support Base Hospital certification/re-certification; conducts Base hospital audits; performs ambulance inspections; conducts investigations; conducts research in emergency medical services (EMS) related areas as requested; coordinates/attends EMS related meetings, workshops, and seminars as requested by supervisor; requires considerable travel. Performs other duties as assigned. This position is based in Phoenix, but will have statewide travel, with some overnight stays required.

**Knowledge, Skills and Abilities (KSAs):** Professional experience in emergency medical services which included Basic Life Support (BLS) and/or Advanced Life Support (ALS) curricula and educational methodology, or experience that provides the applicant with the necessary knowledge, skills, and abilities to successfully perform in the position. The preferred candidate will have a Bachelor's degree in Public Health, health care administration, or a closely related field and two years of professional experience.

**To Apply** for DHS and State Hospital jobs you must apply on-line, go to [www.azstatejobs.gov](http://www.azstatejobs.gov), click "Search for Jobs". Type DHS in the search field, press enter and self-nominate for the position(s) of interest. The Human Resources Office will only accept resumes that have been entered in this website – resumes sent directly by mail or e-mail to Human Resources will no longer be accepted. Computers will be available at Arizona Department of Administration, 100 N. 15<sup>th</sup> Ave, Phoenix, Az for building a resume; DHS will also have one available for walk-ins. If you have any questions, please call the Human Resources office at 602 542-1085 or State Hospital Human Resources at 602 220-6462.

**NOTE:** *Your resume will remain active in the azstatejobs.gov as long as you have an account in the database.*

**For details regarding the position duties, please contact Krista Anheluk, 602-364-3164.**

**The Department of Health Services is an Equal Opportunity Employer and Provides a Tobacco-Free Campus.**

*In compliance with the Americans with Disabilities Act (ADA). The Arizona Department of Health Services will make reasonable accommodation(s) during any and all phases of the selection process for individuals with a disability and/or make this announcement available in an alternative format. Please contact the Staffing Unit at 542-1085 by the "APPLY BY" date of this announcement to request an accommodation(s) or an alternative format for this announcement.*

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